

**Minutes
Of the
Delaware Bicycle Council
August 7, 2002
DeIDOT Administration Building**

Members Present

Don Carbaugh, Chair and New Castle County Representative
Tim Plemmons, At-large Representative
Fred Breukelman, Dept. of Public Health Representative
Laura Madara, DNREC Representative
George Heberling, DE State Police Representative
Danna Levy, Council on Greenways & Trails Representative

DeIDOT Support Staff Present

Joseph Cantalupo, Assistant Director, Div. of Planning
Fritz Schranck, Deputy Attorney General
David Petrosky, Project Planner
Wendy Bernard, Administrative Assistant

Members Absent

Carl Anderson, At-large Representative
Janet Arns, Department of Education Representative
Tom Pleasanton, Kent County Representative
Lee Ann Walling, Sussex County Representative
Paul Stevenson, NCC Representative
Jay Kelley, DeIDOT Representative
Amy Wilburn, At-large Representative
Lisa Moore, Office of Highway Safety Representative

The meeting was called to order at 5:15 p.m.

I. Welcome and Introductions

Council Membership

Don C. welcomed the DBC's new member, Danna Levy, who is the representative for the Council on Greenways & Trails. Danna introduced herself to the Council, she is an avid bicyclist, and teaches and dances. She lives in Wilmington, but does a lot of bicycling in lower DE. She commented that Route 26 in Sussex County is not very bicycle friendly and she had a few more concerns she would like to discuss later, but she was very excited to be a member of the Council and looked forward to working on getting some things fixed.

Don commented that he was happy to have someone on the Council who was familiar with Sussex County, since it had been hard to get and keep a Sussex County Representative on the Council. He also understood Danna's frustration on the amount of time it takes for a project to develop from the conception phase to actual implementation.

The rest of the present Council members introduced themselves to Danna.

Don mentioned that there was still no COT representative.

Chairmanship

Don C. again brought up the issue of needing to nominate a chairman for the next year. With there only being six members present, there was not a quorum so there could be no vote.

II. DelDOT Update

News and Organizational Items

Joe C. informed the Council that Dennis Scott was no longer with the Department and he and members of his section were filling in until the Bicycle/Pedestrian Coordinator position was filled. He explained that there was a position within his section which needed to be filled before the Bicycle/Pedestrian Coordinator position could be filled. With that in mind it could take several months to fill the Bike/Ped Coordinator position, but it would hopefully filled by the end of the year.

Don pointed out that this meant Joe was the person to contact with questions/concerns and not Dave P., who had helped in the past, but whose role on the Council was being greatly diminished due to being assigned to other projects.

Joe then spoke on the upcoming Amish Bicycle Tour which is being held September 7th. The Department had helped with the tour in previous years, and would help again this year by submitting the proposed bike route to our maintenance department to get it swept. Which, Joe mentioned, is something that can be done for other bike tours, if the route is submitted early enough.

The tour organizers would also like to have trinkets to distribute and wanted to know what we had. Joe was going to offer Kent/Sussex bike maps, the DE State Laws for Bicyclists brochures, and wanted to know if the Council thought the Bike Guides would be a good thing to hand out as well. The Council felt that those who would be at the tour are experienced cyclists and the bike guide would not be beneficial to them, since it was geared more towards inexperienced cyclists, and suggested sending a few copies to have on a table, instead of being included in the packets handed out to all registered cyclists. Joe decided to forgo handing any out and will send the maps and brochures. The guides will be saved for distribution at the upcoming Transportation Festival in the end of September.

Don informed the Council on another tour, the M/S Bike to the Bay Tour in October. Joe suggested getting the tour route to him and Joe will submit it to operations & maintenance.

III. Old Business

Newsletter & Website

Joe spoke of trying to get someone to help publish the DBC's newsletters. He currently has someone looking into several possible publishers and will get back to Don when he finds more out. He asked for any other suggestions on where to look for publishers and some ideas were supplied, such as contacting White Clay Bicycle Club or DNREC's Council on Greenways and trails to see who publishes theirs. It was also suggested that they try the News Journal to see if someone would like to freelance and take on this project. As for covering the costs of hiring someone, Joe thinks the Department would be able to help with the costs of hiring a publisher. He just wants to make sure that if he commits the Department to publishing 3 or 4 newsletters a year, there will be enough articles submitted by the Council to fill them. So the Council will be responsible for finding/writing enough material to fill them. Don didn't think this would be a problem and most members present had some article ideas that they could work on.

As for the DBC website, there had been some trouble for the consultant to work with the State's Office of Information Technology (OIT), which oversees the State's websites, so Joe has arranged for OIT to take over the maintenance of the DBC's website. OIT seems really eager to update it and are more that willing to commit to updating the website on a monthly or bi-monthly basis.

In order to make the content more current, Joe was looking for suggestions on who could contact the Governor's Office for a message from the Governor, he asked Don if he could

supply a new message from the Chairman, and he asked Council member's if they would be willing to submit profiles on themselves to update the membership page. Don really liked the idea of having a profile for each member and asked Fritz if it could be made mandatory for the members. Fritz said it could not be made mandatory due to privacy issues, especially with regards to photos and personal information on the internet. Everyone agreed that photos weren't necessary, but a quick bio on members (e.g.: how they got interested in bicycling, where the cycle at, etc.) without information which is too personal would be great.

Joe suggested unveiling the new format once they had a new message from the Governor. Don said he would ask LeeAnn Walling to see if she could help with getting a message and wondered if Ralph or Sec. Hayward would be interested in posting a message as well.

Joe also mentioned that he was informed by OIT that the DBC's link was consistently in the top 10 for hits from the DelDOT website. They would also try to get a special notice on the State's website letting people know that the new DBC one is unveiled.

Publicity and Promotion

Since Fred had to leave early, we moved his topic up on the agenda. Fred is involved with developing a Strategic Plan for the Division of Public Health to promote health & fitness to Delawareans. So far the plan was in the brainstorming phase, the draft will be circulated to participating members by the end of the month for comments, and Fred was looking for comments from the DBC. He directed everyone to the following website, where it will be posted: www.henod.org. He hopes to have a complete plan published by October. The kick off for the plan will hopefully include a walk and ride along the C&D Canal tentatively scheduled for Nov. 2nd. The kick off will include the "Get up and Do Something" award.

Due to time restraints, the following topics were covered quickly:

"Safe Routes to Schools": Don informed the Council that the Legislation had passed and was awaiting the Governor's signature. There would be two pilot programs for \$25, 000 grants each. Schools would apply to DelDOT for the grants.

Network: Don had drafted and passed around a letter to Sec. Hayward recommending the network agreed on.

Budget: Don had a list of suggested spending for the FY 2003 budget that he passed out and asked for comments back at the next meeting.

NC Rail/Trail: Tim had some Phase I boards rendering the proposed trails and welcomed comments after the meeting.

News Items:

- Laura M informed the council there would be a "Becoming an Outdoors Woman" weekend planned for Aug. 23-25 in case anyone wanted information.
- Danna L. had a few questions: was it possible to get bike trails in State forests, and a few other questions.

The meeting adjourned at 7:05 p.m.

**The Next DBC Meeting will be on October 2nd from 5:00 p.m.-7:00 p.m.
At the DelDOT Admin. Building in the
New Castle Conference Room**